



DRAFT (4-12-05)
Meeting Notes
Working Group Subgroup Meeting 4/7/05 to Consider
Action Items for Improving Community Representation and Involvement in
Remaining Program Implementation Vasquez Boulevard- I70 Superfund Program

Prepared by: George Weber, WG Facilitator
With contributions from:
Pat Courtney and Jennifer Chergo, Region VIII EPA Community Relations

George Weber began the meeting by asking about the process we wanted the meeting to take. He suggested that we try following the same process for considering the specific 'Suggested Actions Recommendations for Achieving Additional Community Representation and Involvement in VB-I70 Superfund Site Clean-up' ('action items') that he suggested to the Working Group Meeting on March 31, 2005. He reviewed the brief proposal for how to proceed on considering the list of 35 action items again. (The action items were developed during the previous week, during the Working Group meeting, and immediately afterwards, through bilateral conversations he had with community leaders (e.g., primarily Anthony Thomas, Lorraine Granado, Joan Hooker, Beverly Lumumba), EPA Program Manager Victor Ketellapper, CDPHE Program Manager Barbara O'Grady, and the Community Health Program (CHP) Coordinators Martha Huff and Jay Salas.

Jennifer Chergo thought we should first talk about what the mission and goals of the subcommittee were. She suggested that the subcommittee be permanent, focus on community involvement in the Community Health Program, and that it meet regularly.

George, referring to the agenda suggested for the day and the Suggested Action Recommendations, indicated that today's agenda was intended to address the overarching issue of community involvement in all of the VB-I70 program components holistically and comprehensively – that it was not limited to just the Community Health Program.

Some discussion revolved around this issue and the group agreed that they wanted to be fully involved in the Community Health Program and involved in the decision making process. Furthermore, they agreed to:

- Make the subcommittee permanent;
- Have as its focus as achieving community involvement in the CHP;
- Participate in a conference call once per month; and
- Meet once a month.

Joan Hooker asked that VB-I70 Program meetings (e.g., Working Group, CI-CHP, other) be held in the Clayton community.

Lorraine Granado commented that participants in meetings must act respectful to other participants and strive for consensus in decision-making.

Joan agreed with Lorraine on the need for achieving broad representation of neighborhoods and residents in meetings, and for mutually respectful behavior among meeting participants, and striving for consensus.

The group discussed this issue and seemed to achieve consensus on the need for achieving broader representation of the different neighborhoods and residents, and specifically, rotating Program meeting at different locations in each of the neighborhoods addressed by the VB-I70 Program.

Lorraine reiterated the issues discussed during the 3-31-05 Working Group meeting section addressing community involvement that preceded consideration of the specific action items, the purpose of the current meeting.

Lorraine then brought up problems with using youth groups to accomplish outreach activities.

The group discussed this issue and seemed to achieve consensus that the CHP could use neighborhood youth groups but that they needed appropriate training and adult supervision (e.g., 1 adult staff supervising 10 youth).

Anthony Thomas asked that whatever youth groups do – that “it goes through this group”, i.e., the newly formed CHP- Community Involvement Subcommittee.

The group seemed to agree on this suggestion also.

Martha Huff noting she was doing a ‘180 degree turn’ raised the issue of involving community members in review of CHP materials.

Beverly Tafoya-Dominguez asked who would be in this group or subcommittee. Community representatives Anthony Thomas, Joan Hooker, and Gloria Schearer were identified.

Jay Salas indicated that he wanted the Community Health Workers (CHW) involved in this review group.

Lorraine and Jennifer brought up the external lead based paint abatement issue.

Jennifer suggested that time be allocated in the next Working Group meeting agenda for EPA toxicologists to attend and make a presentation on issues related to the method proposed for determining the eligibility of residences for abatement, including the original sampling design, and potential for hot spots, including in the area adjacent to the structure.

Anthony brought the discussion back to the material review group and time and place for meeting. The discussion revolved around conducting this meeting in conjunction with the weekly Friday afternoon CHW meetings.

Consensus seemed to be achieved that the group would meet for the first time just prior to the CHW meeting at 11:00 a.m. on the next day, Friday, April 8 at the Curtis Park location.

George, noting the time and that the group was now addressing the specifics on the list of action items, suggested that the group work through the list in order to try consider all 35 action items today in the time remaining.

The ensuing discussion did not attack the list from beginning to end in sequence, but jumped around.

In order to try to document the decisions achieved by the group, the attached notes addressing the action items are organized to describe briefly:

- Decisions made on a specific action intended to improve community representation and involvement in remaining VB0-170 Program implementation (e.g., accepted, rejected, or tabled; actions, who will do it, by when);
- Other proposed action items from the hand-out of action items encompassed under a specific action item; and
- Bullets of comments made by meeting participants in discussing the specific action item.

In summary, it appears that the group achieved agreement on all action items, with the following exceptions:

- Moving Steering Committee meetings to sites within the community is tabled as the EPA and CDPHE Site Managers did not participate in this meeting. However, probably the meetings will continue to be conducted at the Webb Building downtown because the meeting focuses primarily on the logistics of Program implementation, and more so, because it seems unfeasible to obtain the required participation of medical staff away from the current meeting site which is near their offices. Agreement was achieved on several specific actions that could improve community involvement in these meetings, however.
- Several Action Items relating to Lead Based Paint Abatement were 'tabled', and suggested for inclusion in the agenda of the next Working Group meeting scheduled for May 19, 2005.

At the meeting conclusion, the group decided to convene as the newly formed CHP-Community Health Program Subcommittee in a:

- Conference call at 10:00 a.m. – 12:00 p.m., on Thursday, April 21, 2005; and

- Meeting at 10:00 a.m. – 12:00 p.m., on Thursday, May 12, 2005, at the Swansea Recreation Center.

George congratulated the group for working through and making decisions on all 35 specific Action Items for improving community representation and involvement in remaining VB-I70 Program implementation. The group made particular progress during the last hour of the meeting.

**SUMMARY OF DECISIONS MADE REGARDING SPECIFIC ACTION
RECOMMENDATIONS TO IMPROVE PUBLIC REPRESENTATION AND
INVOLVEMENT IN REMAINING VB-I70 PROGRAM IMPLEMENTATION**

PROGRAM AS A WHOLE

1. Rotate location of Working Group and other meetings among VB/I-70 neighborhoods – Agreement Achieved.

Decisions

- The group agreed to rotate the Working Group Meetings.
- Clayton leaders Joan Hooker and Beverly Lumumba will identify potential facilities in Clayton.
- Since the 4/7 meeting, Beverly has suggested the Hope Center and arranged for George to inspect it as the potential site for the 5/19 Working Group meeting.
- EPA Community Relations staff Jennifer Chergo and Pat Courtney, and Denver Environmental Health staff Beverly Tafoya-Dominguez will identify potential meeting sites in neighborhoods other than Clayton. They did not set a deadline for accomplishing this.

Additional Action Items Encompassed

None.

Discussion Bullets

See narrative above.

2. Move Steering Committee meetings into the community from downtown Denver – Tabled, but some actions will be taken to improve community involvement.

Decisions

- At this time the Steering Committee meetings can not be moved. The action item is tabled for the time being.
- The Steering Committee meeting is open to community members.
- Citizens will continue to be able to ask questions, within the parameters of the agenda and ground rules for conducting these meetings.
- Martha will send members of the CHP Community Involvement subcommittee: 1) Steering Committee Meeting Agenda before meetings; and 2) Meeting Minutes after the meeting.
- Martha will look into alternatives for assisting no more than one or two community residents with downtown parking.
- Anthony Thomas, Gloria Schearer, and Joan Hooker all have handicapped parking stickers, thus are less constrained on parking. They offered to let other

community representatives who want to attend Steering Committee meetings can pool with them.

Additional Action Items Encompassed

- **3. Provide time in Steering Committee agendas for community members to ask questions.**

Discussion Bullets

- George discussed the proposal with Victor and Martha Huff before the 3/31 Working Group meeting, in order to see what their requirements and constraints were, and if it was possible to move the meetings or perhaps develop a compromise resolution.
- Victor has several pragmatic logistical constraints, particularly centering on the medical staff that need to participate in these meetings, making it problematic to move the site from the Webb Building downtown.
- The two doctors involved in the CHP have constraints on their time and need to be downtown that drives the schedule and location of these meetings.
- EPA needs to coordinate with other agency folks over the summer on administrative issues that need to be made.
- Beverly Tafoya-Dominguez asked what the purpose of Steering Committee meetings is. Martha said, "Administrative."
- Gloria said that she has never had problems at these meetings, that she feels accepted.

4. Involve additional community organizations in all aspects of the program -- Agreement Achieved.

Decisions

- All meetings are open to anyone who is interested.

Additional Action Items Encompassed

None.

Discussion Bullets

- Clayton neighborhood has at least three neighborhood organizations, Clayton Neighbors, Clayton Civic Association, and Clayton Neighborhood Association.
- Jim Weaver tied Action Items 17, 18, and 4 together and suggested that CHP learn who the neighborhood organizations are and go to these meetings and present a five minute update.

5. Train and use Clayton and Cole youth groups to do outreach in the summer – Agreement Achieved.

Decisions

- Clayton and Cole youth groups will be used to do outreach in this summer.
- They will be trained and supervised well.
- The newly formed CHP-Community Involvement Subcommittee will be involved in reviewing and commenting on any activity of this program.
- Clayton leader Joan Hooker is at the service of the CHP staff to help develop this program.

Additional Action Items Encompassed

None.

Discussion Bullets

See narrative above.

6. Obtain citizen review and comment on all Program materials prior to sending these to community members – Agreement Achieved.

Decisions

- The 'Educational Development Group' (EDG) was formed to review and comment on all CHP outreach and education materials.
- This group includes: Beverly Tafoya-Dominguez, Anthony Thomas, Gloria Shearer, Joan Hooker, Jay Salas, Martha Hoff and some members of the Community Health Workers.
- EDG will meet weekly, in conjunction with the CHW Friday meetings.
- Members will be available to the CHP 'on-call' to review and comment on materials needing to be finalized for use ASAP.
- EDG will convene its first meeting prior to and in conjunction with the weekly Friday Community Health Worker meetings at 11:00 a.m., on 4/8/05, at the Curtis Street Neighborhood Association, 2880 Curtis Street.
- EDG meetings are open to the public.
- An immediate task of the EDG is to develop more publicity about who the CHW are and what they are doing.
- EDG members are free to develop and/or provide non-CHP information to the community. (Facilitator's note: By definition, would not such information then become CHP material given the source?)
- The CHP-Community Involvement Subcommittee will ask Victor to provide all materials addressing the non-CHP program components to the Educational Development Group.

Additional Action Items Encompassed

- **15. Move CHP worker meetings from Curtis Park into VB-I70 neighborhoods.**
- **16. Community members attend CHP meetings on Fridays, at 12:30 p.m. at Curtis Street.**
- **17. Neighborhood organizations (e.g., CEASE, others) invite CHP workers to attend their meetings.**
- **19. Play a part in what CHP workers are doing.**
- **27. Community members review and comment on information prior to it being given to community members.**
- **28. Form a separate group of citizens for reviewing and commenting on CHP materials on a weekly and 'on-call' basis.**
- **29. Develop more publicity about who the CHP workers are and what they do for dissemination in the community.**
- **30. Provide community members information in addition to that provided by CHP workers**

Discussion Bullets

- See narrative discussion above.
- Everyone is invited to the Friday meetings at the Curtis Street Neighborhood Assoc. to meet the CHW and to participate in the CHP.

7. Include Whittier and other nearby areas in the Program – Declined, but mitigating actions will be taken.

Decisions

- Whittier cannot be included in all VB-I70 Program activities because it is not located within the designated Superfund Site.
- CHP will provide educational materials to Whittier and other neighborhoods that are concerned about contamination.

Additional Action Items Encompassed

None.

Discussion Bullets

None.

8. Provide loan incentives to land lords – Tabled.

Decisions

- Action item tabled for potential future discussion.

Additional Action Items Encompassed

None.

Discussion Bullets

- No one understood what this meant.
- Someone said it may have been a liability question concerning lead based paint?
- The group requested that EPA put this issue on the next Working Group Meeting.

SOIL SAMPLING, REPLACEMENT, AND LANDSCAPING

9. Community groups contact EPA to help contact and persuade owners and residents of property with soil that has not been sampled to provide access and be sampled – Tabled.

Decisions

- Suggested for inclusion in next Working Group Meeting (5/19/05)

Additional Action Items Encompassed

None.

Discussion Bullets

None.

10. CEASE send letter to Mike Cook, EPA HQ CERCLA regarding communityh concerns and recommendations regarding the proposed method for assessing if a residence whose surrounding soil has been replaced with be eligible for external lead based paint abatement – Agreement Achieved.

Decisions

- Suggested for inclusion in next Working Group Meeting (5/19/05)

Additional Action Items Encompassed

None.

Discussion Bullets

- Victor provided CEASE with contact information.
- CEASE is doing this.
- Anthony Thomas is discussing the issue with Denver City Council.

11. Identify community individuals and businesses potentially interested in being certified to do lead based paint abatement and provide their names and contact information to PRI – Tabled.

Decisions

- Suggested for inclusion in next Working Group Meeting (5/19/05)

Additional Action Items Encompassed

None.

Discussion Bullets

None.

13. Conduct (EPA) and attend training (community members) for local contractors to do lead paint abatement -- Tabled

Decisions

- Suggested for inclusion in next Working Group Meeting (5/19/05)
- EPA will invite Amanda Hastings, EPA Toxicologist to the Working Group meeting to make a presentation.

Additional Action Items Encompassed

- **12. Conduct (EPA) and attend (community members and businesses) a pre-bid conference for lead abatement – Tabled.**

Discussion Bullets

None.

CHP

MEETINGS

14. CHP hold monthly meetings in the community so that community members can be involved in the whole process – Agreement Achieved.

Decisions

- CHP-Community Involvement Sub-Committee (CHP-CI SC) formed.
- Will meet once per month on the second Thursday of the month.
- The CHP-CI SC will strive to conduct its monthly meetings at different locations, rotating through each of the neighborhoods encompassed by the VB-17 Superfund Program site.
- The CHP-CI SC will participate in a conference call once per month.

Additional Action Items Encompassed

None.

Discussion Bullets

- See narrative discussion describing the discussion at the start of the 4/7/05 meeting.

See Action Item 6 above, 'Obtain citizen review and comment on all Program materials prior to sending these to community members' (this addresses Action Items 15, 16, 17, 19) – Agreement Achieved.

18. CHP workers attend community events – Agreement Achieved.

Decisions

- CHW will attend any events to which they are invited. Please let them know in advance so they can schedule people to attend.
- Beverly Tafoya-Dominguez will develop a mailing list of neighborhood organizations and a letter stating that the CHP will send a representative to a meeting to discuss the CHP if they are invited to do so.

Additional Action Items Encompassed

None.

Discussion Bullets

- Jim Weaver tied Action Items 17, 18, and 4 together and suggested that CHP learn who the neighborhood organizations are and go to these meetings and present a five minute update.

- Jay asked for organizations' meeting times and an invitation from community representatives.

COMMUNITY MEMBERS DO SOME CHP WORK ACTIVITIES

20. Community leaders take CHP training – Agreement Achieved

Decisions

- CHP will be hiring and training additional CHW at the end of May.
- Community leaders and other residents are encouraged to apply for the positions.
- Training is open to anyone who is interested in participating.

Additional Action Items Encompassed

- **21. CHP hire trained community leaders to do CHP work.**

Discussion Bullets

None.

22. Community members leaflet door-to-door – Agreement Achieved

Decisions

- The CHP will give small grants to community organizations.
- Martha and Jay will develop a process for requesting, evaluating, and awarding grants.
- Martha and Jay will develop a mechanism for informing the community about the above.
- No dates were set for accomplishing these activities.

Additional Action Items Encompassed

- **26. Train and use community youth groups to distribute information.**

Discussion Bullets

None.

23. Community members attend CHP and other related outreach efforts – Agreement Achieved.

Decisions

- All CHP meetings and events are open to the public.

Additional Action Items Encompassed

None.

Discussion Bullets

None.

24. Community members develop a list of sites to conduct bio-monitoring clinics – Agreement Achieved.

Decisions

- Beverly Tafoya-Dominguez will ask Jane Mitchell, CDPHE, for the parameters required for a bio-monitoring site.
- Beverly Tafoya-Dominguez will provide these parameters to community representatives.
- Community representatives will suggest sites potentially meeting these requirements for bio-monitoring clinics to Jay.
- No due date was set for accomplishing this action.

Additional Action Items Encompassed

None.

Discussion Bullets

- Jay said they need one central standing location one time per month.
- Jay said they need five standing clinics, one per participating neighborhood, one time per month.
- Jay said they want one clinic rotating through different neighborhoods one time per month.
- A suggestion was made to form a 'Bio-monitoring Subcommittee'.
- Bio-monitoring is for children 6 to 12 months to 6 years old.
- Jim Weaver asked if there is anything for kids older than 6.

24. Community folks come help at the CHP office – Agreement Achieved.

Decisions

- Citizens are invited to volunteer.
- Citizens are asked to please call Jay ahead of time so that he can organize and schedule productive work.

Additional Action Items Encompassed

None.

Discussion Bullets

None.

CHP MATERIALS

27. Community members review and comment on information prior to it being given to community members – Agreement Achieved.

Decisions

- See 6 above.

28. Form a separate group of citizens for reviewing and commenting on CHP materials on a weekly and 'on-call' basis – Agreement Achieved.

Decisions

- See 6 above.

29. Develop more publicity about who the CHP workers are and what they do for dissemination in the community – Agreement Achieved.

Decisions

- See 6 above.

30. Provide community members information in addition to that provided by CHP workers – Agreement Achieved.

Decisions

- See 6 above.

31. The flier (what flier specifically?) needs work, i.e., 'word-smithing' in re hotspots – Tabled.

Decisions

- The issue is suggested for inclusion as an agenda item for the next Working Group meeting (5/19/05).

Additional Action Items Encompassed

None.

Discussion Bullets

None.

Community Projects

32. Develop community's capacity, including funding, to continue CHP beyond 9/06 – Tabled.

Decisions

- The issue is suggested for inclusion as an agenda item for the next Working Group meeting (5/19/05).

Additional Action Items Encompassed

None.

Discussion Bullets

- George suggested that the community representatives, and public and non-governmental organization partners have begun the work and made progress already on achieving this goal.
- Jim Weaver noted that he is concerned in particular about funding for the CHP and related initiatives beyond 9/30/06 when EPA funding support is scheduled to end.

33. Issue a request for community projects – Agreement Achieved.

Decisions

- See Action Item 22 above.

34. Community leadership process could include community other than CHP workers – Agreement Achieved.

Decisions

- Community members can participate in the sub-committee and the educational sub-committee.
- All meetings are open to all community members.

Additional Action Items Encompassed

None.

Discussion Bullets

None.

35. Block captains can help with CHP activities – Agreement Achieved.

Decisions

- They can provide help in getting access agreements.
- Martha and Jay will try to develop list of block captains.
- No dates were set by when this will be achieved.

Additional Action Items Encompassed

None.

Discussion Bullets

None.

A	B	C	D	E	F	G	H	I	J	K
1	VB-170 WORKING GROUP COMMUNITY INVOLVEMENT 4-7-05 MEETING PARTICIPANTS SPREADSHEET									
2										
3	DATE LAST UPDATED: 4/12/05									
4										
5	First Name	Last Name	Position	Organization - Stakeholder type	Address	City	State	Zip	Email	Phone #
6										Fax
7										
8	Jennifer	Chargo	Community Involvement Coordinator	Region VIII EPA \ Community Relations	999 18 th Street Suite 300 (BOC)	Denver	CO	80202-2466	jchargo@epa.gov	303-742-6601
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11	Derek	Boer	Community Involvement Specialist	HEMWD \ CDPIE	4300 Cherry Creek S. Drive	Denver	CO	80246-1523	derek.boer@state.co.us	303-692-3379
12	Martha	Hoff	VB1-70 Community Health Program Administrator	City of Denver \ Department of Environmental Health \ Community Health Program	201 West Colfax Ave. Department 1009	Denver	CO	80202-5332	martha.hoff@citydenver.co.us	720-913-1516
13	Jay	Sabo	VB1-70 Community Health Program Coordinator	City of Denver \ Department of Environmental Health \ Community Health Program	201 West Colfax Ave. Department 1009	Denver	CO	80202	jayson.sabo@citydenver.co.us	720-865-5463
14	Beverly	Talboys-Dominguez	Environmental Health Educator	City of Denver \ Department of Environmental Health \ Community Health Program	201 West Colfax Ave. Department 1009	Denver	CO	80202-5332	beverly.talboys-dominguez@citydenver.co.us	720-865-5411
15	Lamine	Grande	Director	Swanton/Elyria Cross Community Coalition	2332 East 46 th Avenue	Denver	CO	80216-3914	lgrande@sybion.com	303-292-3203
16	Raquel	Holgado	Recorder for CEASE	CEASE	2332 East 46 th Avenue	Denver	CO	80216	rholgado@sybion.com	303-292-3203
17	Anthony	Thomas	Vice President, Civic Association of Clayton	Civic Association of Clayton, CEASE	3866 Auburn Street	Denver	CO	80263-3712	anthomas@state.com	303-299-3379
18	Jim	Wagner			3554 Marion Street	Denver	CO	80205	hathornwagner@sybion.com	303-299-9480
19										
20	Glada	Shaner		CEASE, Cole neighborhood	11300 Bruce Randolph Drive, Apt. 403	Denver	CO	80205	gladan@sybion.com	303-675-0378
21										
22	Jean	Hooker		Clayton Neighborhood Association	3228 Josephine Street	Denver	CO	80263	jean.hooker@sybion.com	303-322-4920
23	George	Weber	Facilitator and meeting staff	George Weber, Inc. Environmental	1275 Chambers Drive	Boulder	CO	80305	gweber@weberenvironmental.com	303-484-8572